

**Mayor**

James Kacsh

**Council Members**

Kristin Carpenter

Tim Joyce

Tom Bailer

Bret Bradford

Hayley Hoover

David Reggiani

James Burton

**City Manager**

Randy Robertson

**City Clerk**

Susan Bourgeois

**Deputy Clerk**

Tina Hammer

**Student Council**

Gabrielle Brown

Sarah Hoepfner

**REGULAR COUNCIL MEETING**

**JANUARY 07, 2015 @ 7:00 PM**

**LIBRARY MEETING ROOM**

**AGENDA**



**A. CALL TO ORDER**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

I pledge allegiance to the Flag of the United States of America, and to the republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

**C. ROLL CALL**

Mayor James Kacsh, Council members Kristin Carpenter, Tim Joyce, Tom Bailer  
Bret Bradford, Hayley Hoover, David Reggiani and James Burton

**D. APPROVAL OF REGULAR AGENDA..... (voice vote)**

**E. DISCLOSURES OF CONFLICTS OF INTEREST**

**F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. Guest Speakers
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions (Harbor, HSB, Parks & Rec, P&Z, School Board)
4. Student Council Representative

**G. APPROVAL OF CONSENT CALENDAR..... (roll call vote)**

**5. Resolution 01-15-01..... (page 1)**

A resolution of the City Council of the City of Cordova, Alaska adopting an alternative allocation method for the FY15 shared fisheries business tax program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 15: Prince William Sound

**H. APPROVAL OF MINUTES -none**

**I. CONSIDERATION OF BIDS**

6. Council approval of Proposals/Bids for Design Engineering..... **(voice vote)(page 4)**  
on Streets \$2M Bond project - DOWL HKM

**J. REPORTS OF OFFICERS**

7. Mayor's Report
8. Manager's Report
  - a. Cordova Center update report..... **(page 6)**
9. City Clerk's Report

**K. CORRESPONDENCE**

10. Letter from DoT re: Cordova runway safety area improvements and drainage..... **(page 8)**
11. Letter from Trident Seafoods withdrawing bid to purchase Lot 2, Block7..... **(page 9)**
12. Letter from Dept. of Fish & Game, Boards Support Section, Board of Fisheries thank you..... **(page 10)**

**13. Communication regarding funding of rehabilitation of streetlights on Nicholoff Way..... (page 11)**

## **L. ORDINANCES AND RESOLUTIONS**

**14. Resolution 01-15-02..... (roll call vote)(page 15)**  
A resolution of the City Council of the City of Cordova, Alaska adopting a Cordova Center Phase I and II project budget as summarized pursuant to the following table

## **M. UNFINISHED BUSINESS**

**15. PWSSC Site Plan – discussion..... (page 19)**

## **N. NEW & MISCELLANEOUS BUSINESS**

**16. Pending Agenda, Calendar, Elected & Appointed Officials lists..... (page 28)**

## **O. AUDIENCE PARTICIPATION**

## **P. COUNCIL COMMENTS**

**17. Council Comments**

## **Q. EXECUTIVE SESSION**

**18. Attorney update regarding PWSSC land disposal negotiation**

## **R. ADJOURNMENT**

**Executive Sessions: Subjects which may be discussed are:** (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure.

**If you have a disability that makes it difficult to attend city-sponsored functions, you may contact 424-6200 for assistance.**  
Full City Council agendas and packets available online at [www.cityofcordova.net](http://www.cityofcordova.net)

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## A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

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DATE: December 18, 2014

TO: Mayor and City Council

SUBJECT: Resolution 01-14-04

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The attached resolution involves adopting an alternative allocation method for the FY15 shared fisheries business tax program and certifying that this method fairly represents the distribution of significant effects on fisheries business activity in the Prince William Sound Management area (Cordova, Valdez, and Whittier).

The funding available for the program this year is equal to half of the state fisheries business tax revenues collected outside of municipal boundaries during calendar year 2013. The available funding is allocated among the 19 fisheries management areas based on pounds of fish and shellfish processed in the whole state during the 2013 calendar year and then allocated based on Fisheries Business Tax Return information for the same year (i.e. FMA 15 gets funded a percentage of the whole equal to the percentage of pounds that were caught in FMA 15).

In the standard allocation method, half of the annual allocation to be shared within the fisheries management area is divided equally among the participating municipalities in that FMA, and the other half is divided and distributed to those communities based on dollar amount of fisheries-related impacts. Examples of impacts are: increased demands on fresh water systems, increased sewage demand based on seasonal population increase, additional staff such as harbor and police to provide extra coverage for the influx of transient residents for the fishing season, damages to the docks from fishing vessels, etc. These impacts would have to be carefully recorded and dollar amounts would have to be attached to each impact annually. Also, once a municipality goes through the tedious process of reporting the impacts, there are no guarantees that the state will accept them. This method is felt to be more costly than would be the benefit of any extra percentage of half of the FMA allocation when considering staff time to compile the information. Also, to switch from the alternative method to the standard method creates bad feelings in the FMA because if one community changes to the standard method, the other communities are forced to change as well.

In the alternative allocation method, the annual allocation to be shared within the FMA can be split in a number of different ways. Currently, the Prince William Sound FMA does an equal 3-way split. Other FMA's incorporate different methods and combinations of methods to measure the significant effects of fisheries business activity within their municipalities. The alternative method is negotiated among the communities within the FMA. All communities within an FMA must agree before the state will accept the alternative distribution method.

Currently, the alternative allocation method of Prince William Sound FMA is on file at DCC&ED. We have used this method since 2000.

The FY15 program allocation for the PWS FMA is estimated to be \$116,056.95. Cordova's share will be approximately \$38,685.65. This program distribution is based on pounds of fish processed within our FMA but outside of municipal boundaries.

Recommended Motion: Move to approve Resolution 01-15-01.

Staff Recommendation: Majority voice vote.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 01-15-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA  
ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY15  
SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS  
ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF  
SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 15: PRINCE  
WILLIAM SOUND**

**WHEREAS**, AS 29.60.450 requires that for a municipality to participate in the FY15 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development (DCCED) that the municipality suffered significant effects during calendar year 2013 from fisheries business activities; and

**WHEREAS**, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by DCCED; and,

**WHEREAS**, 3 AAC 134.070 provides for the use, at the discretion of DCCED, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of relative significant effect of fisheries business activity on the respective municipalities in the area; and,

**WHEREAS**, The Cordova City Council proposes to use an alternative allocation method for allocation of FY15 funding available within the Prince William Sound Management Area in agreement with all other municipalities in this area participating in the FY15 Shared Fisheries Business Tax Program.

**NOW, THEREFORE, BE IT RESOLVED**, that The City Council of the City of Cordova by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2013 of fisheries business activity in the Prince William Sound Management Area.

**ALTERNATIVE ALLOCATION METHOD:** All eligible communities in the Prince William Sound Fisheries Management Area (Whittier, Valdez, and Cordova) will receive an equal share of the available funds.

**PASSED AND APPROVED THIS 7<sup>th</sup> DAY OF JANUARY, 2015**

\_\_\_\_\_  
Jim Kacsh, Mayor

ATTEST:

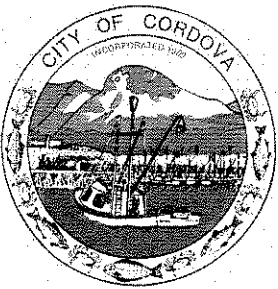
\_\_\_\_\_  
Tina Hammer, Deputy City Clerk

**FY 15**  
**Shared Fisheries Business Tax Program**

**FMA 15: Prince William Sound Area**

<i>Alternative Method*</i>		Total allocation:	
		\$116,056.95	
Community	Population	Calculated Allocation	FY 15 Landing Tax Allocation
Cordova	2,302	\$38,685.65	\$0.00
Valdez	4,101	\$38,685.65	\$0.00
Whittier	229	\$38,685.65	\$0.00
Totals	6,632	\$116,056.95	\$0.00
Community Count	3		

\*Three municipalities share available funding equally.



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602 Railroad Ave.  
P.O. Box 1210  
Cordova, Alaska 99574  
Phone: (907) 424-6200  
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# CITY OF CORDOVA

## *Office of City Manager*

December 31, 2014

Memo to City Council

Re: RFP #06-14 Engineering Design Services for \$2M Street Paving Bond

***CMC 5.12.040 "Council approval of contracts":***

**Twenty-five thousand dollars may be executed unless the council has approved a memorandum setting forth the following essential terms of the contract:**

- A. The identity of the contractor:** DOWL HKM, 5368 Commercial Blvd, Juneau, 99801
- B. The contract price:** not to exceed \$259,000.00
- C. The nature and quantity of the performance that the city shall receive under the contract:** Engineering firm shall plan, survey, design, publish plans & specifications, provide bidding assistance, and assist in overseeing the construction of 7,000 linear feet of road drainage improvements and paving as specified in RFP#06-14 dated 14Nov2014 and as guided by the City's 2015 Roads Priority List dated 20Sep2014.
- D. The time for performance under the contract:** start on/about 15Jan2015 and conclude not later than 31Dec2016.

RFP #06-14 was advertised on 14Nov14 and three proposals were received on 05Dec14. The four person City Evaluation Team of Greenwood, Howard, L Stavig, and Rogers reviewed the qualifications of the three firms (M Baker Engineers of Fairbanks with estimate at \$240,200; St Denny Surveying of Kodiak with estimate at \$300,000; and DOWL HKM of Juneau with estimate at \$123,000\* (with exclusions; corrected to \$259,000)) per scoring criteria specified in the RFP and the best qualified firm with direct successful experience in coastal city street drainage and pavement design has been identified as DOWL HKM.

I recommend the City Manager be authorized by Council to negotiate a contract with DOWL HKM to provide engineering services as set forth in RFP #06-14 for a total contract price not to exceed \$259,000.00, subject to available and approved Bond funding.

**Recommended action:** Voice Vote. "I move to direct the City Manager to negotiate a contract with DOWL HKM, Juneau, AK, to provide engineering services per RFP#06-14 for a sum not to exceed two hundred fifty-nine thousand dollars and zero cents (\$259,000.00), subject to available and approved Bond funding."

  
Randy Robertson  
City Manager

**Date: 12/31/2014**

**Agenda Date: 01/07/2015**

Amount: \$259,000.00	Subject: DOWL HKM Engineering Services Contract for \$2M Bond Street Paving
Fiscal Impact: Yes	
Budgeted: Yes, \$246,000.00	Resolution/Ordinance # n/a
From Account#: Stand Alone Bond	
To Account#: Stand Alone Bond	
Prepared by: R. Rogers	

<b>Expenditures</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
Contractual	\$148,000.00	\$87,000.00	
Supplies			
Equipment			
Travel	\$12,000.00	\$12,000.00	
Land/Structure			
Grants			
	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
<b>Revenue</b>			
<b>Funding Source</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>
General Fund Reserve	<b>\$60,000.00</b>		
(budgeted annually)			
\$2M Bond Street Paving (November 2014)	<b>\$160,000.00</b>	<b>\$99,000.00</b>	

### **Additional Information**

Two year contract to provide engineering design, field survey, bid documents, & construction assistance for Street Paving per RFP #06-14 and per the 2015 Street Paving Priority List.

The General Fund Reserve will fund the first 3 months of Engineering effort ( 3 mo x \$20,000/mo = \$60,000) and then be replenished by bond funds.



7 Jan 2015

## Cordova Center Progress Update

### SCHEDULE

- Construction team will be back onsite Jan. 5<sup>th</sup>

### CONSTRUCTION

- Pay Request # 1 (Nov 14) was processed for a total of \$705,682
- Pay Request # 2 (Dec 14) is due in next week

### CAPITAL CAMPAIGN 'Get 'Er Done'

- 100% of the Cordova Center Committee, Cordova Arts & Pageants, Cordova Historical Society and Cordova Public Library Board have all donated.

<b>Total Cash Donations received in 2014</b>	<b>\$97,310.36</b>
<i>Individuals (135+)</i>	<i>\$52,949</i>
<i>Businesses (11)</i>	<i>\$41,050</i>
<i>Non-profits/groups (5)</i>	<i>\$3,331</i>
<b>Total Pledges (22) to receive by 9/30/2015</b>	<b>\$70,619.20</b>
<b>Total in-kind donations</b>	<b>\$20,000</b>
<b>TOTAL Pledges, Cash &amp; in-kind Donations 2014</b>	<b>\$187,929.56</b>

*as of Dec. 30, 2014*

### CORDOVA CENTER COMMITTEE – 18 DEC 2014

- Committee decided to offer tours of the facility on Fridays at 4:00 pm. Limit to 6-7 people per time. Reservations must be made at the museum. 424-6665. First come, first serve.
- Committee continued work on Design Review.
- Committee assignments are underway.

### Design Review Notes: (These are from the 11-21-14 mtg)

#### Items 34-35 Kitchen

**OVERVIEW:** A review of the kitchen facilities needs to be done to make sure that the designer has designed the kitchen to meet the needs of the facilities and the events that are likely to occur.

**SOLUTION:** Reach out to the community members most likely to use the facility for events and the designer to make sure the kitchen space is maximized.

**TIMEFRAME:** Equipment for the kitchen is stage 4 work and has not been approved yet. Once approved the equipment likely won't have to be onsite till the end of the project. A decision will need to be made prior to mid-February to allow for the submittal process.

CORDOVA CENTER COMMITTEE COMMENTS: The kitchen was discussed on 11-21-2014. The CCC would like to setup a meeting with kitchen designer and members from the CCC to review some of the design of the kitchen prior to submittals. The committee would like to review the option to potentially add an additional door to provide for easier plating of meals.

**12-22-2014 at 1pm** a teleconference meeting took place, attendance included Weston Bennett, Cathy Sherman, Corey Wall, Katina Hoffman, Mimi Biggs, and Len Bundy. The kitchen design, and specified items were reviewed. A few changes were made to allow for better use of the facility. These items included

- Remove the small wall stub on the east wall of rooms 235 & 236
- Remove the door on the east wall rooms 235 & 236
- Move eastern most storage shelving and adjust the size to fit on the western wall of room 236
- Add stainless mobile counterspace on casters that is same height as other counterspace
- Add electrical outlet on eastern wall to accommodate potential move of freezer, or refrigerator
- Add electrical outlet in corridor 231 near the serving window
- Add extra length of flexible waterline to the coffee maker
- Widen kitchen door as wide as possible 42" or 44"
- Make sure kitchen has lockable door
- Add double door with 180 hinge to room 234
- Potential to add keycard access to the kitchen door

There will likely be a small cost increase mostly based on adding the additional power receptacles, and mobile counterspace on casters.

34. Kitchen Capacity must be commercial with capacity to produce meals for 200

35. Is this a catering kitchen? Warming only? If you can cook here (WHICH WE NEED) don't you have to have 3 sinks? What are requirements?

- a. Designed to be a catering kitchen. The kitchen as designed has 3 sinks (2 large, and 1 smaller) along with a hand washing sink.

---- End of Memo ----



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Transportation and  
Public Facilities

OFFICE OF THE COMMISSIONER  
Patrick J. Kemp, P.E., Commissioner

3132 Channel Drive  
P.O. Box 112500  
Juneau, Alaska 99811-2500  
Main: 907.465.3900  
Fax: 907.586.8365  
dot.state.ak.us

December 8, 2014

City of Cordova  
P.O. Box 1210  
Cordova, Alaska 99574  
Attn: Mayor James Kasch

RE: Cordova Runway Safety Area Improvements and Drainage, DOT&PF Project #76870

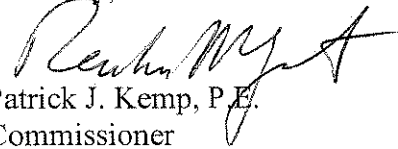
Dear Mayor Kasch:

In the past few years, federal funding for Alaska's Airport Improvement Project (AIP) and changing FAA priorities have not kept up with identified airport improvement needs and rising airport project costs. As a Department, we have had a look at ways to accommodate current funding levels within our airport system, while balancing the priorities of important community airports throughout Alaska. In some cases this has meant closing the design of a project to await more certainty in federal funding for construction of the project. A closure does not mean the project is permanently cancelled. For Federal accounting purposes, it means that project funds spent to date have been reimbursed at the State's expense. However, a project can continue once funding has been identified in the statewide AIP spending plan.

The Cordova Runway Safety Area Improvements and Drainage project will be closed until funding for construction of the project is programmed in the AIP. We realize this situation is not pleasant and appreciate your patience while we try to balance our funding and our needs. Improvements to this airport and other regional priorities will continue to be evaluated for inclusion in the AIP. Also, the potential remains for non-federal funds to be obtained to undertake this project.

Please contact Jeff Roach (907)451-2381 or [jeff.roach@alaska.gov](mailto:jeff.roach@alaska.gov) with any further questions.

Sincerely,

  
for Patrick J. Kemp, P.E.  
Commissioner

Cc: Katrina Moss, Central Region Airport Planner, Federal Aviation Administration  
John Binder, Deputy Commissioner, DOT&PF  
Ryan Anderson, Engineer/Architect V, DOT&PF  
Al Beck, Engineer/Architect IV, DOT&PF  
Jeff Roach, Transportation Planner II, DOT&PF



**TRIDENT SEAFOOD CORPORATION- CORDOVA NORTH PLANT**  
**PO Box 2044 – 301 JIM POOR AVE.**  
**CORDOVA, AK 99574**  
**PHONE: 907-424-7111 FAX: 907-424-5273**

December 19, 2014

Mr. Randy Robertson, Cordova City Manager

Because of unforeseen reasons I regret to inform you that Trident Seafoods is formally withdrawing their bid and proposal to purchase Lot 2, Block 7, North Fill Development Park. We apologize for any hardships this might have cause to any of the interested parties. Please don't hesitate to contact me with any questions you may have.

Sincerely

A handwritten signature in black ink, appearing to read "Leo Vargas", with a stylized flourish at the end.

Leo Vargas  
Plant Manager - Cordova North



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

**Department of Fish and Game**

BOARDS SUPPORT SECTION  
Headquarters Office

1255 West 8th Street  
P.O. Box 115526  
Juneau, Alaska 99811-5526  
Main: 907.465.4110  
Fax: 907.465.6094

December 23, 2014

Honorable Mayor Jim Kacsh  
City of Cordova  
PO Box 1210  
602 Railroad Avenue  
Cordova, Alaska 99574

Subject: An Alaska Board of Fisheries thank you

Dear Mayor Kacsh:

Boards Support wanted to take a few moments to thank the City of Cordova for all the assistance provided at the Cordova 2014 Board of Fisheries meeting. I can say with great confidence the meeting facilities, accommodations, and activities were greatly enjoyed by board members and department staff alike. Cordova has written the book on how to host a Board of Fisheries meeting in a small Alaska town.

We especially thank you and city staff for helping with organization and administration, welcoming board members, and providing facilities (and chairs!). This service, combined with those of other local organizations, provide confidence to the board that rural communities are excellent venues for successful meetings that provide Alaskans with an ability to participate in this unique and valuable public process.

Again, my thanks for all that you helped with.

Sincerely,

A handwritten signature in cursive script, appearing to read "Glenn Haight".

Glenn Haight  
Executive Director

cc: Randy Robertson, City Manager  
Cathy Sherman, Director, Museums

City of Cordova  
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P.O. Box 1210  
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Web: [www.cityofcordova.net](http://www.cityofcordova.net)

# CITY OF CORDOVA

*Office of City Manager*

**TO:** Mayor, City Council  
**FROM:** Randy Robertson, City Manager  
**Re:** Information on Harbor Lighting  
**Date:** December 31, 2014

1. Initiated by City officials due to frequency of complaints regarding poorly lit conditions in and around Harbor Master's office.
2. Area is in proximity to Native Village of Eyak properties.
3. NVE Executive Director expressed interest to partner with the City but desired the action had visibility of council based on guidance from the NVE Board.
4. Harbor Commission unanimously concurred with action; Harbor Commission Chair signed resolution.
5. Funds to install will be shared with NVE up to \$4,000. Funds will be from harbor enterprise activity.
6. No action required by council. This is advisory based on NVE's desire for visibility of the effort.

Randy Robertson  
City Manager

**CORDOVA HARBOR COMMISSION  
CORDOVA, ALASKA  
RESOLUTION 12-14-02**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA THANKING THE NATIVE VILLAGE OF EYAK FOR PARTNERING WITH THE CORDOVA PORT AND HARBOR TO FUND THE REHABILITATION OF THREE STREET LIGHTS AT THE END OF NICHOLOFF WAY.**

**WHEREAS**, the lights were disconnected from service several years ago during an effort to conserve energy; and

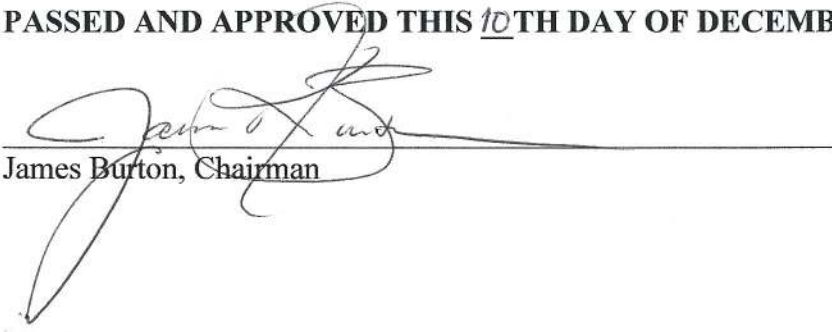
**WHEREAS**, the South Fill has been developed considerably since that time increasing foot and vehicular traffic in the affected area; and

**WHEREAS**, two of the street lights directly affect the Native Village of Eyak's properties; and

**WHEREAS**, the Native Village of Eyak has agreed to pay half of the cost of rehabbing, connecting and the operation of these low energy LED streetlights.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Harbor Commission of the City of Cordova, Alaska does hereby thank and express sincere gratitude to the Native Village of Eyak for their financial contribution towards this project and their willingness to help with the improvements and beautification of the City of Cordova.

**PASSED AND APPROVED THIS 10TH DAY OF DECEMBER 2014.**

  
\_\_\_\_\_  
James Burton, Chairman

# **MEMORANDUM OF AGREEMENT (MOA) between**

*Native Village of Eyak*

*And*

*City of Cordova*

## **I. PURPOSE & SCOPE**

The purpose of this MOA is to define roles and responsibilities of both parties for the re-lighting of three streetlights on Harbor Loop and Nicholoff Way .

In particular, this MOA is intended to:

- Enhance the lighting of community streets to meet the needs of increased business activity in the South Fill Development Park.

## **II. BACKGROUND**

- Native Village of Eyak includes the Harbor Loop road and Nicholoff Way streets/roads in the City of Cordova on its inventory list of Indian Reservation Roads as documented with the US Department of Transportation. This allows Native Village of Eyak to allocate IRR funds towards maintenance of these streets/roads, as they are an integral part of Tribal member navigation.
- The City of Cordova has identified an unmet need with three City owned street light poles along these inventoried roads, and due to Tribal member use of these areas, Native Village of Eyak can help with funding for re-lighting these poles.

## **III. CITY OF CORDOVA RESPONSIBILITIES UNDER THIS MOA**

- To provide the supplies, equipment and personnel needed to re-light the identified poles.
- To provide the maintenance and electricity necessary to keep the pole lit

## **IV. NATIVE VILLAGE OF EYAK RESPONSIBILITIES UNDER THIS MOA**

- To provide funding for approximately half the amount needed to fund the identified pole relighting activities, not to exceed \$8,000.00

**V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES  
THAT:**

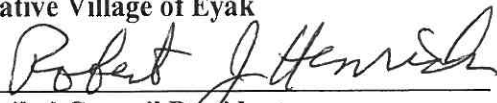
- 1. Modification may be made as needed by mutual consent in writing by both parties.
- 2. This agreement is valid until terminated with 10 days written notice by either party.

**SIGNATURES:**

\_\_\_\_\_  
City of Cordova

\_\_\_\_\_  
City Council President

\_\_\_\_\_  
Native Village of Eyak

  
\_\_\_\_\_  
Tribal Council President



# CITY OF CORDOVA

## *Office of City Manager*

**To:** Mayor and City Council  
**From:** Randy Robertson, City Manager  
**Subject:** Cordova Center Phase I and Phase II Project Budget  
**Date:** December 31, 2014

Before you is the Cordova Center Phase II budget in the amount of \$14,293,636 million (Fourteen million, two hundred ninety-three thousand, six hundred and thirty six dollars.)

Attached is the Cordova Center Project Financial Summary and an Addendum providing more explanation; in addition there is a detailed budget for the final stages of the Cordova Center Project.

The City of Cordova line item for \$3,688,711 is in the budget but does not represent an allocation at this time. This amount may be addressed as the project moves forward through 1) contingency savings; 2) capital campaign achievements; 3) value engineering decisions; 4) grants or 5) bonds.

**Recommended action:** Roll Call Vote.

I move to approve Resolution 01-15-02, a Resolution of the City Council of the City of Cordova, Alaska adopting a Cordova Center Phase I and Phase II Project Budget as summarized pursuant to the following table.

v/r

Randy Robertson  
City Manager

**CITY OF CORDOVA, ALASKA  
RESOLUTION 01-15-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA ADOPTING A CORDOVA CENTER PHASE I and II PROJECT BUDGET AS SUMMARIZED PURSUANT TO THE FOLLOWING TABLE:**

<b>PHASE I FY15</b>	<b>EXPENSES</b>	
426-401-70130	Co nstruc tio n	\$ 2,365,000
426-401-70140	Proje c t Co nsulta tio n a nd Ma nage me nt	\$ 102,000
<b>PHASE II FY 15</b>	<b>EXPENSES</b>	
426-402-70110	Co C Adm inistra tio n	\$ 101,557
426-402-70130	Co nstruc tio n	\$ 9,997,277
426-402-70140	Proje c t Co nsulta tio n & Ma nage me nt	\$ 355,493
426-402-70150	Co C Co ntin ge ncy	\$ 699,809
426-402-70160	Fu rnish ing s, Fixtu re s & Eq uip me nt	\$ 382,500
426-402-70180	Pro fe ssio na l Se rvi ce s	\$ 55,000
426-402-70190	1% fo r Art	\$ 235,000
		<b>\$ 14,293,636</b>

<b>PHASE II FY15</b>	<b>INCOME</b>	
Se c u re d a nd A ntic ip a te d	EVOS Tru stee Co unc il	\$ 3,875,937
Se c u re d	DC CED Sta te of AK	\$ 4,994,478
A ntic ip a te d	Ca pi ta l Ca m pa i gn	\$ 984,510
A ntic ip a te d	Fo un da tio ns	\$ 750,000
A ntic ip a te d	City of Co rdo va	\$ 3,688,711
		<b>\$ 14,293,636</b>

**WHEREAS**, the City Manager submitted his proposed FY15 Operating Budget; and,

**WHEREAS**, the Cordova Center Phase II Project Budget was not complete at that time; and

**WHEREAS**, the Capital Campaign for the Cordova Center Project Phase II is currently and continually underway.

**NOW THEREFORE BE IT RESOLVED THAT** the City Council of the City of Cordova, Alaska, hereby adopts the Cordova Center Phase I and Phase II Project FY15 Budget.

**PASSED AND APPROVED THIS 7<sup>TH</sup> DAY OF JANUARY, 2015.**

\_\_\_\_\_  
James Kacsh, Mayor

ATTEST:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

## Cordova Center Project - Financial Summary

Updated December 2014

### #1 Income - Actual received and spent on Pre-Const. and Phase I

EVOS Trustee Council	7,000,000	2008 awarded
Congressional appropriation	2,488,100	2000-2004 awarded
Alaska Legislative appropriation	6,525,000	2004, 2009, 2011 awarded
Governor's Capital Budget	1,000,000	received 2005
City of Cordova land purchase	362,000	2005, 2009
City of Cordova appropriation	1,500,000	received 2005
City of Cordova match to EDA grant	85,000	2002 awarded
Local events and individuals	24,112	through 2009
<b>TOTAL income through 2013</b>	<b>\$18,984,212</b>	

### #2 Income - Balance in hand for Phase II

EVOS Trustee Council	\$2,375,937.00	balance from 2008 award
DCCED FY13 approp.	\$994,478.00	awarded for construction
DCCED FY14 approp.	\$4,000,000.00	awarded for construction
Businesses	\$35,550.00	As of 12.31.14
Individuals	\$52,999.00	As of 12.31.14
Events	\$300.00	As of 12.31.14
Non-Profits/Groups	\$10,311.00	As of 12.31.14
<b>Total in hand</b>	<b>\$7,469,575</b>	
<b>Income - Pending</b>		
Lynden	20,000	In-Kind Freight
EVOS Trustee Council	\$1,500,000	awarded for construction
Rasmuson Foundation	\$750,000	Top Off Grant/Must match
Capital Campaign Pledges	\$45,350	To Be Received by 9/2015
<b>Total Pending</b>	<b>\$2,315,350</b>	
<b>Total Income Secured &amp; Pending</b>	<b>\$9,784,925</b>	

### #3 Future Income - Anticipated Sources

Foundations	\$0
Regional and State Corporate	\$420,000
Businesses	\$150,000
Individuals	\$150,000
Events	\$100,000
<b>TOTAL</b>	<b>\$820,000</b>

### #4 Expenses - Actual to date PAID

Pre-Construction	1,040,456
Phase I construction	14,619,957
Other expenses	\$947,862
<b>TOTAL expenses to date</b>	<b>\$16,608,275</b>
Income to date (see at left) minus expenses = Bal. Avail.	
<i>This balance is reflected in Phase II Income, at left below</i>	

### #5 Expenses - Phase I and Phase II

See Details in Attached Budget and Addendum

Phase I Final Construction Payment	\$2,365,000
Phase II Construction	\$9,997,277
Design Team Consultation: Phase I and Phase II	\$457,492
CoC Administration	\$101,557
Professional Services	\$55,000
Contingency 7% of construction costs	\$699,809
1% for Art	\$235,000
Furniture, Fixtures & Equipment	\$382,500
<b>TOTAL Expenses Phase II</b>	<b>\$11,928,636</b>

### SUMMARY as of December 31, 2014

Est. Expenses for Phase II construction	\$	9,997,277
Est. Expenses for other items (listed above)	\$	4,296,359
<b>Total Expenses</b>	<b>\$</b>	<b>14,293,636</b>
<b>Income now available for Phase I and Phase II expenses</b>	<b>\$</b>	<b>7,469,575</b>
<b>Income Anticipated (Line 30 in Box #2 and Line 39 in Box #3)</b>	<b>\$</b>	<b>3,135,350</b>
<b>Final balance required</b>	<b>\$</b>	<b>3,688,711</b>
<b>Total Revenues</b>	<b>\$</b>	<b>14,293,636</b>

# Cordova Center

## Phase I and II Final Expenses

<b>CoC Administration</b>	
CCPM Salary	\$71,557.00
Capital Campaign Costs - Printing, Travel, Events	\$30,000.00
<b>Professional Services</b>	
Capital Campaign Costs - Consultants, Publicity	\$40,000.00
Legal Services	\$15,000.00
<b>Construction</b>	
Dawson	\$9,997,277.00
Dokozian	\$2,365,000.00
<b>Project Consultation and Management</b>	
MRV Phase 1	\$102,000.00
MRV Phase II	\$345,500.00
Dawson Phase II Pre-Con	\$9,992.34
<b>Administrative Contingency (7%)</b>	\$699,809.00
<b>Furnishings, Fixtures and Equipment</b>	
City Hall Offices	\$100,000.00
City Hall Reception Furniture	\$2,500.00
City Hall Equipment	\$7,500.00
Museum Offices	\$5,000.00
Library Offices	\$2,500.00
Library Stacks	\$125,000.00
Library Furniture	\$40,000.00
Library Equipment	\$5,000.00
Conference Tables and Chairs	\$30,000.00
Conference Banquet Equipment	\$25,000.00
Conference Serving Equipment	\$25,000.00
AV Equipment	\$15,000.00
<b>1% for Art</b>	\$235,000.00
Tork Metalworks	
Chancy Harmon	
Darla Church	
Susan Ogle Tim McKittrick	
Mike Anderson	
Erin Cooper	
Mike Webber	
April Beedle	
	\$14,293,635.34

# Memorandum

**To:** Cordova City Council  
**From:** Planning Staff  
**Through** City Manager  
**Date:** 12/31/2014  
**Re:** Prince William Sound Science Center Site plan

## **PART I – GENERAL INFORMATION**

At the September 3, 2014 City Council meeting, the council requested that the PWSCC present a site plan of their proposed building and use on Lot 1 block 7A Tidewater Development Park. Attached is a site plan and narrative prepared by the PWSSC.

The PWWSC has also presented a red-line version of the lease with option to purchase to the City manager and this will be discussed with council in executive session.



PO Box 705  
Cordova, AK 99574

907.424.5800  
[pwssc@pwssc.org](mailto:pwssc@pwssc.org)

[www.pwssc.org](http://www.pwssc.org)

December 30, 2014

Randy Robertson, City Manager  
City of Cordova  
PO Box 1210  
Cordova, AK, 99574

**Re: Lot 1 Block 7A Tidewater Development Park  
PWSSC Site Plan Proposal / Purchase Proposal / Lease with Option to Purchase**

Dear Mr. Robertson:

Per the request by the Cordova City Council, I submit to you a site plan proposal for Lot 1 Block 7A. As this is a collaborative venture, there are requirements that must be met to make it possible for both the Science Center and the City of Cordova to proceed.

The Prince William Sound Science Center (PWSSC) reiterates our offer to purchase the lot, fee simple, assigning right of first refusal to the City of Cordova, for the appraised amount of \$300,000 US dollars. The \$9200 that PWSSC paid for engineering of the fill pad will comprise a portion of the purchase payment.

If fee simple purchase, which is our preference, cannot be agreed upon, we request that you entertain the red lined lease with option to buy document that was submitted to Cortney Kitchen, attorney for the City of Cordova, on 12/30/14. Before PWSSC agrees to any action, be it fee simple purchase or lease with option to buy, the following must be completed in advance of proceeding with development on this site: a replat; a resurvey; a geotechnical survey, the results of which must be satisfying to the PWSSC Board of Directors. The cost of these items will be assumed by PWSSC.

Within this package we submit a site plan for the development of the lot, fulfilling your request for information in city code section 18.42.030. Please note that since this lot is not adjacent to a road, code requires space be devoted to a maneuvering lane for parking. As such, code requirements for parking become the restricting factor for what size of a building may be constructed on site. Similarly, the 30-foot maximum height is extremely restrictive; this height is exceeded by other structures in multiple locations on the north fill. So, in addition to elevations for buildings that stay within the height restriction, we present elevations for a much more attractive building which may be allowed through a variance on the height restriction.

Sincerely,

A handwritten signature in black ink, appearing to read "Katrina Hoffman".

Katrina Hoffman, President & CEO  
907.424.5800 x225  
[khoffman@pwssc.org](mailto:khoffman@pwssc.org)

**Re: Lot 1 Block 7A Tidewater Development Park  
PWSSC Site Plan Proposal Notes**

We envision two phases to this process.

Phase 1: PWSSC Capital Campaign to raise funds for construction 2015-2017. During this time, the site would be used for staff parking. We propose installation of a tension fabric building or other similar structure to enable us to carry out activities related to our business, as well as yard storage areas adjacent to the temporary structure.

Phase 2: Construction upon completion of fundraising. 2018-2020.

- Site plan can be viewed on page A0
  - Water line = 2"
  - Sewer line = 6"
  - 26 total parking spaces
  - Many materials used in parking and building surfaces consistent with Green Building Council standards
- Pages A1 and A2 demonstrate elevations for a building design within the maximum height requirement of 30' for areas zoned Waterfront Commercial
  - First floor (6722 sq. ft.) proposed to include:
    - Lobby entrance
    - 500 sq. ft. wet lab
    - 950 sq. ft. sea water tank room
    - 500 sq. ft. mechanical room
    - 3200 sq. ft. warehousing/fabrication/maintenance
    - elevator
    - water closet with shower
    - access to outdoor decking on west side
    - stairs to second floor
    - smaller footprint due to substantial allocation of space to parking per code
  - Second floor (7760 sq. ft.) is larger than first floor; overhanging area provides covered parking on exterior of building
    - 500 sq. ft. meeting room
    - 500 sq. ft. adjoining classroom space
    - men's and women's water closets
    - kitchen and break area
    - >2,600 sq. ft. offices
    - office supply & document storage
    - balcony
    - stairs to first floor
- Pages A3 and A4 demonstrate elevations for a more attractive building design with a split pitch roof and clerestory windows. The highest point is 50' and would require a variance to construct.

## Phase 1 (2015-2017)

Topographic map of a site with a future building footprint, parking spaces, and a tension fabric structure. The map shows contour lines, a future building footprint (92'x87'), an uncovered storage area, a 20'x30' tension fabric structure, and parking spaces. Dimensions are provided for various areas and structures.

Scale: 1"=47.6872'



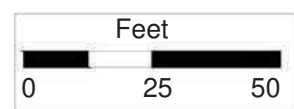
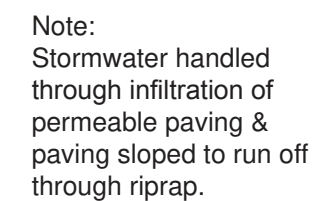
PO Box 705  
300 Breakwater Ave  
Cordova, AK 99574

**Zoning**  
Waterfront Commercial Park  
District

## Index

### Sheet Description

Site Plan  
Date Issued: 12/30/14



Setbacks denoted in red

# A0

Prince William Sound  
Science Center

PO Box 705  
300 Breakwater Ave  
Cordova, AK 99574



North Elevation

Scale: 1/16" = 1'

Proposed Material Palatte

- Concrete
- Gray Corrugated Metal Siding
- Faux Wood Fiber Cement Siding



East Elevation

Scale: 1/16" = 1'

Sheet Description

Elevations  
Date Issued: 12/30/14

Prince William Sound  
Science Center

PO Box 705  
300 Breakwater Ave  
Cordova, AK 99574



South Elevation

Scale: 1/16" = 1'



West Elevation

Scale: 1/16" = 1'

Sheet Description

Elevations  
Date Issued: 12/30/14

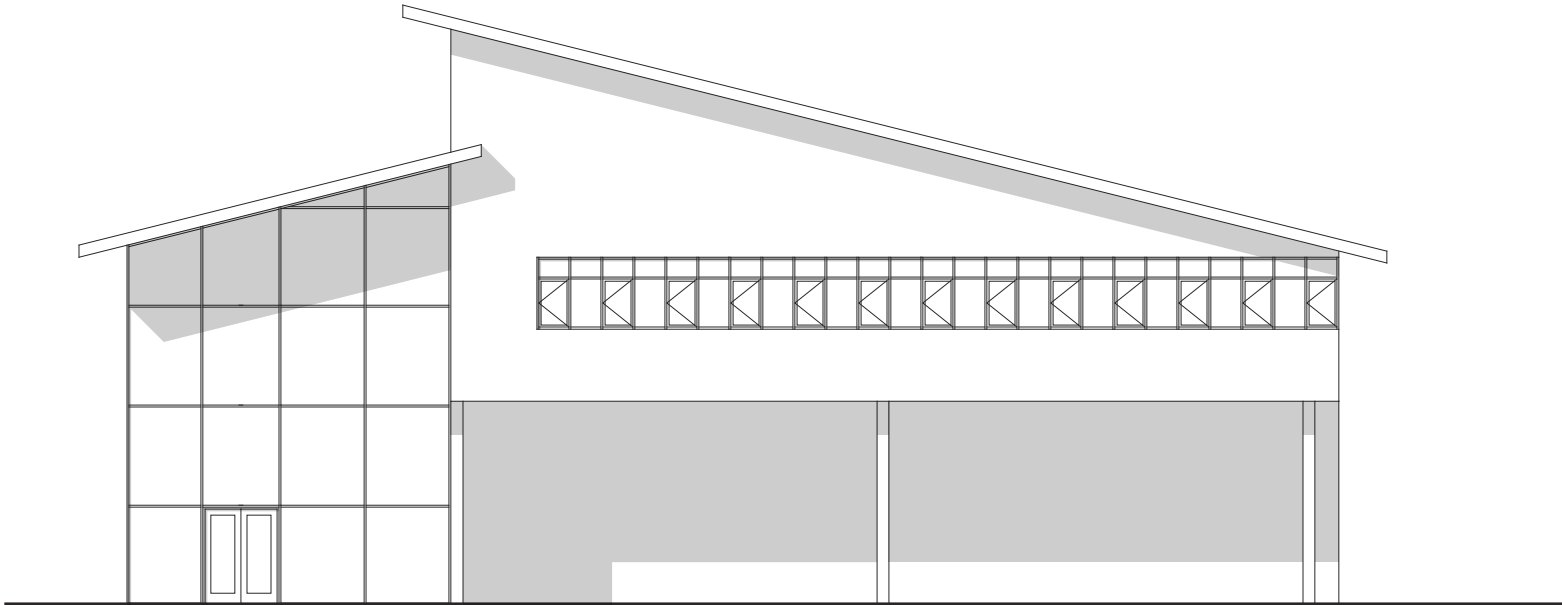
Prince William Sound  
Science Center

PO Box 705  
300 Breakwater Ave  
Cordova, AK 99574

Sheet Description

Alt. Elevations  
Date Issued: 12/30/14

A3



North Elevation

Scale: 1/16" = 1'

**Note**  
Alternative design requiring max.  
height variance. Highest point  
as drawn is 50'.



East Elevation

Scale: 1/16" = 1'

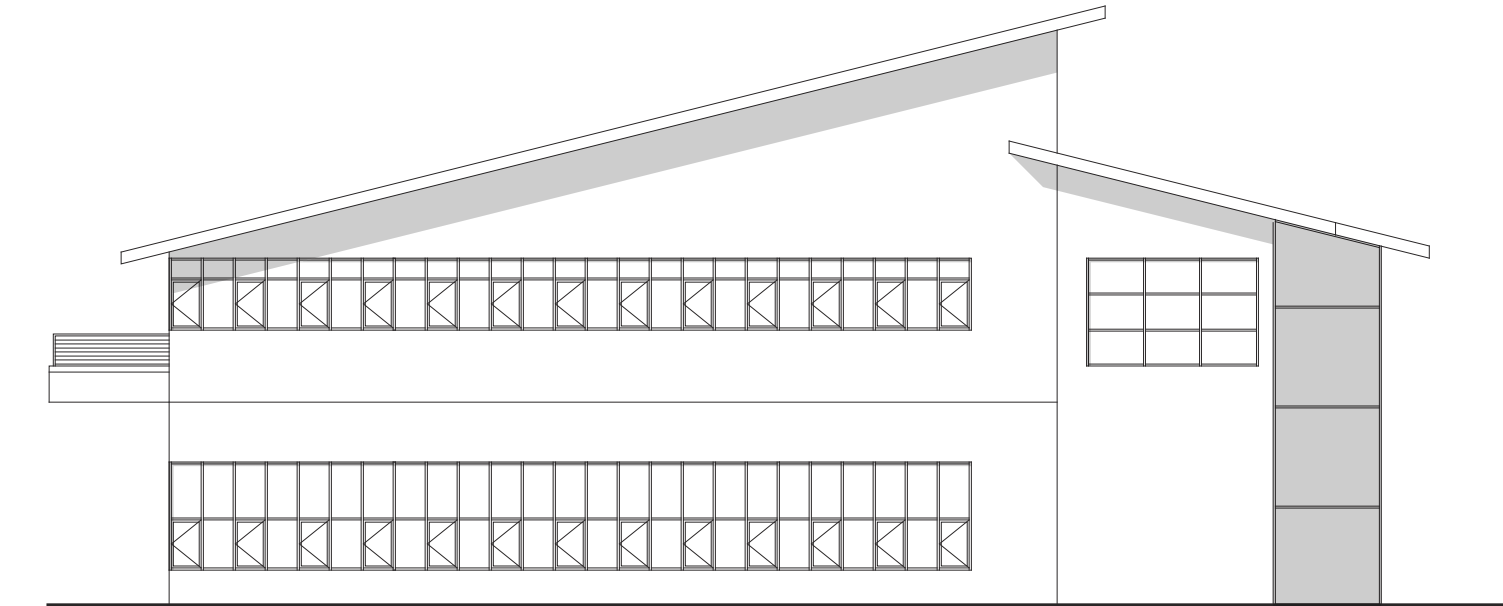
Prince William Sound  
Science Center

PO Box 705  
300 Breakwater Ave  
Cordova, AK 99574

Sheet Description

Alt. Elevations  
Date Issued: 12/30/14

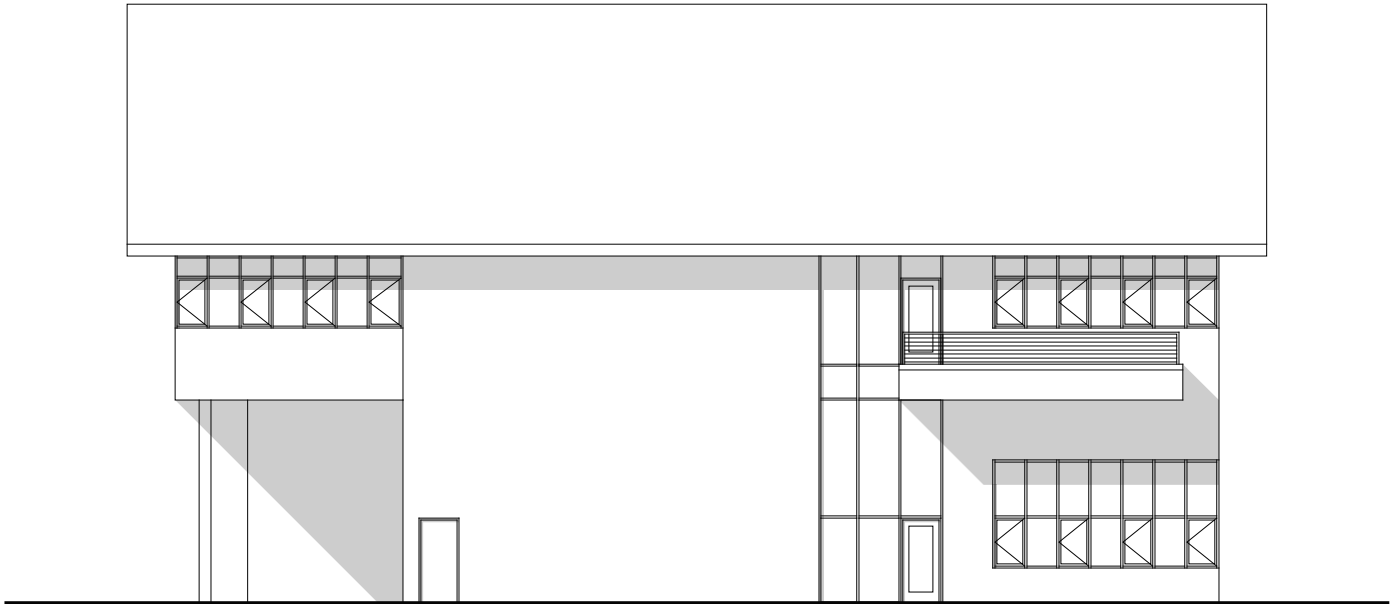
A4



South Elevation

Scale: 1/16" = 1'

**Note**  
Alternative design requiring max.  
height variance. Highest point  
as drawn is 50'.



West Elevation

Scale: 1/16" = 1'

## **Pending agenda:**

Capital Priorities List Meeting **Mar 4, 2015; June 3, 2015; Sep 2, 2015; Dec 2, 2015**

HSB Quarterly regular meetings **Jan 7, 2015; Apr 1, 2015; July 1, 2015; Oct 7, 2015**

Staff quarterly reports in packets: **Jan 21, 2015; April 15, 2015; Aug 5, 2015; Nov 5, 2015**

**March 4, 2015 Regular Meeting** – Council to look at Capital projects that were not put into the 2015 budget during budget work sessions in December 2014

## **Committees:**

***Cordova Center Committee:*** Tim Joyce, Sylvia Lange, Randy Robertson, Kristin Carpenter, Native Village of Eyak Representative, Chamber of Commerce Representative, Business Community Representative, PWSSC Representative, Stage of the Tides Representative.

***Fisheries Advisory Committee:*** David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Chair, Marine Advisory Program Coordinator; Chelsea Haisman; and Jeremy Botz, ADF&G

***Cordova Trails Committee:*** Elizabeth Senear, VACANCY, VACANCY, Toni Godes, and David Zastrow

## **Calendars:**

3 months of calendars are attached hereto  
January 2015; February 2015; March 2015

# January 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library				1  New Years Day City Hall Offices Closed  —School Break—	2  _____	3
4	5 School back in session	6	7  HSB time tba 7:00 reg mtg LMR	8	9	10
11	12	13  6:30 P&Z LMR	14  7:00 Sch Bd HSL 7:00 Hrbr Cms CH	15	16	17
18	19 Martin Luther King Day—City Hall Offices Closed	20	21  6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	22  CHS Basketball Tipoff Tourney	23  CHS Basketball Tipoff Tourney	24  CHS Basketball Tipoff Tourney
25	26	27	28	29	30  Basketball vs. Sitka CHS	31  Basketball vs. Sitka CHS

# February 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Ice Worm Week	3 Ice Worm Week	4 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	5 Ice Worm Week	6 Ice Worm Week	7 Ice Worm Week
8 Ice Worm Week	9	10 6:30 P&Z LMR	11 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	12	13	14
15	16 Presidents' Day City Hall Offices Closed	17 —Absentee CH 8-5—	18 —Absentee CH 8-5—  6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	19 —Absentee CH 8-5—	20 —Absentee CH 8-5—	21
22	23 —Absentee CH 8-5—	24 —Absentee CH 8-5—	25 —Absentee CH 8-5—	26 —Absentee CH 8-5—	27 —Absentee CH 8-5—	28
Location Legend CH-City Hall Confer- ence Room LMR-Library Mtg Rm HSL-High School Li- brary						Location Legend CH-City Hall Confer- ence Room LMR-Library Mtg Rm HSL-High School Li- brary 30

# March 2015

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2  —Absentee CH 8-5—	3 City General Election Polls open 7am—8pm LMR	4 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	5	6	7
8	9	10 6:30 P&Z LMR	11 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	12	13	14
15	16 CSD—spring break	17 CSD—spring break	18 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR CSD—spring break	19 CSD—spring break	20 CSD—spring break	21
22	23	24	25	26	27	28
29	30 Seward's Day City Hall Offices Closed	31				Location Legend CH-City Hall Confer- ence Room LMR-Library Mtg Rm HSL-High School Li- brary

**CITY OF CORDOVA, ALASKA – ELECTED OFFICIALS  
& APPOINTED MEMBERS OF CITY BOARDS and COMMISSIONS**

**MAYOR AND CITY COUNCIL - ELECTED**

seat/length of term	email	Date Elected	Term Expires
<b>Mayor:</b> 3 years	<b>James Kacsh</b> <a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>	March 5, 2013	March-16
Council members:			
Seat A: 3 years	<b>Kristin Carpenter</b> <a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>	March 5, 2013	March-16
Seat B: 3 years	<b>Timothy Joyce</b> <a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>	March 4, 2014 March 14, 2013 August 2, 2012	March-17 filled vacancy appt to A
Seat C: 3 years	<b>Tom Bailer</b> <a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>	March 4, 2014	March-17
Seat D: 3 years	<b>Bret Bradford</b> <a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>	March 6, 2012 March 3, 2009	March-15
Seat E: 3 years	<b>Hayley Hoover</b> <a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>	October 1, 2014	March-15 filled vacancy elcted by cncl
Seat F: 3 years	<b>David Reggiani, Vice Mayor</b> <a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>	March 5, 2013 March 2, 2010 March 3, 2009	March-16 1 yr trm
Seat G: 3 years	<b>James Burton</b> <a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>	March 5, 2013	March-16

**SCHOOL BOARD - ELECTED**

length of term		Date Elected	Term Expires
3 years	<b>Daniel Reum</b>	March 6, 2012	March-15
3 years	<b>Tammy Altermott</b>	March 5, 2013	March-16
3 years	<b>Peter Hoepfner</b>	March 6, 2012 March 3, 2009 March 7, 2006	March-15
3 years	<b>Sheryl Glasen</b>	March 4, 2014	March-17
3 years	<b>Barb Jewell, President</b>	March 5, 2013	March-16
3 years	<b>Bret Bradford (appointed, non-voting)</b>	April-14 April-13 August-12	March-15

**LIBRARY BOARD - APPOINTED**

length of term		Date Appointed	Term Expires
3 years	<b>Wendy Ranney</b>	April-13	November-15
3 years	<b>Shannon Mallory</b>	November-13	November-16
3 years	<b>Krysta Williams</b>	December-14 November-11	November-17
3 years	<b>Kay Groff</b>	December-14 December-11 January-09	November-17
3 years	<b>Mary Anne Bishop, Chair</b>	November-13 November-10	November-16

**CORDOVA COMMUNITY MEDICAL CENTER – HEALTH SERVICES BOARD - with Council election**

length of term		Date Appointed	Term Expires
3 years	<b>Kristin Carpenter, President</b>		with Council office
3 years	<b>Tom Bailer</b>		with Council office
3 years	<b>Tim Joyce</b>		with Council office
3 years	<b>James Burton</b>		with Council office
3 years	<b>Bret Bradford</b>		with Council office
3 years	<b>Hayley Hoover</b>		with Council office
3 years	<b>David Reggiani</b>		with Council office

**PLANNING AND ZONING COMMISSION - APPOINTED**

length of term		Date Appointed	Term Expires
3 years	<b>Allen Roemhildt</b>	January-14	November-16
3 years	<b>Scott Pegau</b>	December-14	November-17
		December-11	
3 years	<b>John Baenen</b>	December-12	November-15
3 years	<b>Tom Bailer, Chair</b>	November-13	November-16
		December-11	
		November-08	
3 years	<b>Tom McGann</b>	December-14	November-17
		December-11	
		April-11	
3 years	<b>John Greenwood</b>	December-12	November-15
		November-09	
3 years	<b>David Reggiani, pro tem</b>	April-13	March-14
		April-12	
		April-11	
		April-10	

**HARBOR COMMISSION - APPOINTED**

length of term		Date Appointed	Term Expires
3 years	<b>Robert Beedle</b>	January-14	November-17
3 years	<b>Greg LoForte</b>	February-13	November-16
		January-10	
		January-07	
3 years	<b>Max Wiese</b>	January-14	November-17
		March-11	
3 years	<b>Ken Jones</b>	February-13	November-16
3 years	<b>James Burton, Chair</b>	July-14	November-15
		April-13	

**PARKS AND RECREATION COMMISSION - APPOINTED**

length of term	chair vacant	Date Appointed	Term Expires
3 years	<b>Kara Johnson Chair</b>	December-12	November-14
3 years	<b>Miriam Dunbar</b>	August-14	November-15
3 years	<b>Wendy Ranney</b>	August-14	November-15
3 years	<b>Stephen Barnes</b>	December-12	November-15
3 years	<b>Marvin VanDenBroek</b>	February-14	November-16
3 years	<b>Karen Hallquist</b>	November-13	November-16
3 years	<b>Dave Zastrow</b>	September-14	November-14